



## The Swedish-American Chamber of Commerce San Diego

### Marketing Manager Internship Opportunity Spring 2012

The Swedish American Chamber of Commerce in San Diego is seeking highly motivated Trainee's for our Internship positions. An internship at SACC-San Diego is an excellent opportunity to gain knowledge about international business while expanding you personal network.

**About SACC San Diego:** The Swedish-American Chamber of Commerce San Diego (SACC SD) is the largest Swedish business organization in San Diego. Our mission is to promote trade and commerce between Sweden and the regions of San Diego, while providing a broad spectrum of services to our Members and enhancing Swedish-American networks in the US and Sweden.

**Internship/Trainee position:** The Marketing Manager Trainee position is a 6 months unpaid internship with start January 2<sup>nd</sup> 2012. The position offers an unprecedented opportunity to gain valuable "real world" experience and business related skills as well as developing a unique and invaluable professional network in a region that boasts two of the world's most prominent telecommunications and life sciences industry clusters.

**Assignments:** The Marketing Managers play a crucial role in the execution of Chamber initiatives, projects, events and most operational activities as well as ensuring the overall success and effectiveness of the SACC SD. All administrative tasks at the Chamber's office such as memberships, events, budgets and marketing are the Intern's responsibilities.

#### Marketing Manager Description

- Recruit and retain Chamber membership base
- Organize, coordinate and promote events
- Represent the Chamber at various external events
- Create content, edit and distribute the Chamber newsletter
- Interact and coordinate various Programs and Projects such as
  - Mentorship Program
  - Trainee Program
- Foster and maintain relationships with strategic partners and external organizations
- Perform other tasks as assigned by the SACC SD board of directors

**Qualifications:** Currently enrolled in a university program or recently graduated. All applicants must be bilingual in both Swedish and English and also be a Swedish citizen. A successful candidate should be highly motivated, have an outgoing personality and be an extremely strong communicator. He/she is also able to work independently as well as in groups and has initiative skills. Qualified candidates should also possess good organizational and administrative abilities. Related practical work experience and/or extracurricular activities are highly desirable.

There is no monetary compensation for the intern as SACC San Diego is a non-profit organization, however, as an intern at SACC San Diego you are entitled to apply for several scholarships. Some Swedish students, depending on their university program, might also be eligible to receive student aid from CSN.

**How to Apply:** If you consider yourself qualified for this excellent opportunity to expand your knowledge of international business please send us you cover letter and CV to: [operations@sacc-sandiego.org](mailto:operations@sacc-sandiego.org) before **October 31<sup>st</sup> 2012**. Subject Line: Marketing Manager Internship Application.

For more information contact SACC SD office, e-mail: [operations@sacc-sandiego.org](mailto:operations@sacc-sandiego.org) or call +1 (858) 729-8819.

#### SACC San Diego

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